



TOWN OF MANSFIELD

OFFICE OF THE YOUTH SERVICES BUREAU

Patricia Michalak, MA
Youth Service Bureau Coordinator

YSB Advisory Minutes
January 14, 2014
12:00 noon @ Mansfield Town Hall
Conf. Rm. B

Board Members

Present:

Ethel Mantzaris, Chair
Frank Perrotti, Assistant Chair, Resident
Chuck Leavens, E O Smith Counselor
Patricia Michalak, YSB Coordinator
Eileen Griffin, LCSW
Pat Schneider, Director of Human Services
Kate Bohannon, YSB Social Worker
Sonya Poulin, MSW intern
Leigh Stearns, MSW intern

I. Call to Order

- Meeting called to order at 12:00 PM by Ethel Mantzaris.

II. Approval of minutes

- November 12, 2013 minutes were approved.

III. Reports

- Director's Report – Patricia Schneider
 - **Budget:** The budget is being created and goals for the next year are being developed
 - **Agency Grants:** the advisory board may have new grants to review in February. There are added steps to the process of receiving grants and the grants now are reviewed by the staff, the finance department, and then the committees
- Coordinator's Report – Patricia Michalak
 - **Staff Training:** Kate Bohannon completed Suicide Prevention Training (QPR). She is now a certified trainee.
 - **Safety and Wellness Committee:** Kate Bohannon was appointed to this committee and will be conducting a QPR Suicide Prevention training for the Safety and Wellness Committee on March 13, 2013.

- **UConn Athletics Donation:** YSB was invited to ask Mansfield families to attend a UConn women's basketball game. Kate Bohannon did an exceptional outreach job with very short notice and lined up 68 people to attend.
- **Positive Parenting Workshop:** Youth Services co-sponsored a parenting workshop with Goodwin Schools. The workshop was open to all schools and neighboring communities and was well attended.
- **Big Friend's:** Program has been expanded to include weekly homework assignments from teachers. Both parents and students have appreciated the assistance of their mentors with their assignments.
- **Kidtrax:** All of all client and program information has been moved from mysenior center and we are fully on board with Kidtrax. We met with Manchester YSB to learn more about data entry and report management. We will also be working with the State dept. of education to ensure that we are collecting the pertinent information for our grants.
- **X-Block:** In school counseling continues to be a viable initiative and school, students and parents have appreciated the access to counseling services within the school day. We continue to receive new referrals for this program.
- **Holiday Programs:** Kate Bohannon has been meeting with our adult social worker Kathy Ann Easley in planning for the Holiday Program. YSB participated in the Thanksgiving turkey distribution and holiday programs.
- **Team building Activity:** YSB held a team building luncheon for the five students and staff members from Early Childhood and Youth Services. This activity was well received and allows us to further collaborate in a strength based manner.
- **Grief Matters:** Support group continues to meet monthly and be a good source of support.
- **Psychological Services:** YSB coordinated an interagency meeting with Psychological Services and MMS special services staff to help facilitate referral and case management. We are continuing to look for ways to improve collaboration for some of our more complex clinical cases. Referrals include struggles with bullying, anxiety, school avoidance, defiance and behavioral challenges.
- **Board of Ed Administrative Staff Meeting:** YSB staff and Human Services director met with the superintendent and school principals to introduce new staff and discuss collaboration.

IV. Old Business:

- **Fundraising/Holiday programs:** Pat Schneider is creating the report about the Holiday Program. Camperships are being discussed.

V. New Business:

- Advisory Board Meeting Schedule has been approved

- Suicide Prevention Training: Kate may train Advisory Board members and will look into training other local YSBs.
- Young Parents Program: YSB staff is collaborating with the Early Childhood program to look at ways of supporting young parents.
- New Advisory Board Members

VI. Other:

- Youth Work Employment: Pat Schneider will look into possibly using stipends to pay youth
- Grandparent's group: Pat S. will attend one of the Grandparent's groups and discuss with them the best way to assist grandparents raising grandchildren
- Challenge Program: Curt V., Director of Parks and Recreation, is still making the decision about possible funding for this program

VII. Adjournment

- Meeting adjourned at 12:35 p.m. February 11, 2014 is the next meeting.